

FINAL MINUTES

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
GLENDALE MUNICIPAL OFFICE COMPLEX - ROOM B-3
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA
Thursday, September 17, 2015
6:00 p.m.**

MEMBERS PRESENT:

Matthew Versluis
Chuck Jared
Sharyn Nesbitt
Ronald Jauregui
Dorlisa Dvorak
Dennise Rogers
Denise Flynn
Cathy Cheshier

MEMBERS ABSENT:

Cherie Hudson, Chair
Pattie Johnston, Vice Chair
Mickey Nunez
Sue Pederson
Karissa Ann Ramirez

STAFF PRESENT:

Gilbert Lopez, Revitalization Manager
Elaine Adamczyk, Community Housing Manager
Erik Strunk, Community Services Director
Rebecca Daniel, Community Action Program Manager
Karen Mofford, Housing Supervisor
Jaime McFarlane, Revitalization Coordinator

I. Call to Order and Introductions

Committee-member Versluis called the meeting to order at 6:00 p.m.

Committee-member Cheshier motioned to appoint Committee-member Versluis as the Chair for the meeting. Committee-member Jared made the second. The motion passed 8 – 0.

II. Roll Call

Committee-member Versluis conducted Roll Call.

III. Minutes

Committee-member Dvorak motioned to approve the August 15, 2015 meeting minutes with the change as follows: “Phoenix Coyotes” should be “Arizona Coyotes”. Committee-member Cheshier made the second. The motion passed 8 – 0.

IV. Business from the Floor

None from the public.

Mr. Strunk introduced all staff members, emphasizing new staff as follows: Ms. Mofford and Ms. McFarlane.

V. The FY15-19 Analysis of Impediments to Fair Housing Update

Staff and Mr. Chris Plummer, consultant with ASK Development Solutions, updated the Committee on key points in the “Analysis of Impediments to Fair Housing” (AI) report. His presentation included the following information:

- Purpose & Community Participation – FY15-19
 - HUD required certification to affirmatively further fair housing: Identify impediments, take actions, and keep records.
 - Fair Housing Act prohibits discrimination in housing based on race, sex, color, religion, national origin, disability, or familial status. Protected classes.
 - Impediments are: Actions, omissions, or decisions restricting or having the effect of restricting housing choices.
 - Review of demographic and lending data, laws, legal cases and complaints, perceptions.
 - Consultations: the public, agencies, meetings, focus groups, special needs, racial/ethnic groups
 - Online and paper surveys for residents
 - City departments and HUD field office
- Demographic and Fair Housing Changes - FY15-19
 - Changing demographics in City of Glendale – Census 2000-2010
 - Increase in all ethnic and racial minorities
 - Most significant increases in Asian, African American and Hispanic population groups
 - Implications for affirmatively furthering fair housing choice
 - July 2015 announcement of the final Affirmatively Furthering Fair Housing (AFFH) rule. Fair Housing (FH) incorporated in Consolidated Plan process.
 - Supreme Court Ruling on Disparate Impact (DI) affirms the doctrine that DI can be used to challenge FH discriminatory outcomes even if there is no intent.
- Implications of Fair Housing Rule Changes - FY15-19
 - Assessment of Fair Housing (AFH) replaces the AI starting 270 days prior to January 2017 or 2018.
 - AFH will have to be approved by Council and will have a submission deadline.
 - HUD will provide local and regional data and an evaluation sheet to assist jurisdictions
 - AFFH and fair housing planning will be a factor in setting priorities and resource allocation
 - Focus on affirmative marketing plans and strategies
 - HUD to provide fair housing technical assistance
 - Focus on integration/segregation patterns/disparities in access to community resources
 - Encourage and facilitate regional approaches and collaboration to address FH issues
- 2010 Impediments and Recommendations
 - AI previously done in 2010. Most of the 2010 impediments were addressed
 - Community Revitalization Division coordinated fair housing activities

- The City used a three-year strategy to address 2010 impediments through advocacy, education, and enforcement of fair housing statutes
- The City contracted with Community Legal Services (CLS) to provide legal assistance, outreach and training
- Updated Recommended Actions to 2010 AI
 - Increase the use of social media, more convenient meeting times and more detailed fair housing reports (basis of discrimination)
 - Increase the supply of accessible housing units through continued funding and policy changes
 - Include transportation needs for covered populations in planning
 - Collect and maintain demographic and socio economic data on protected class members for housing planning
 - Monitor ongoing reports for areas of existing discrimination and trends
 - Provide funding for fair housing testing
- Analysis of Impediments to Fair Housing Choice - FY15-19
 - Public Sector Findings and Recommended Actions
 - Challenges in public transportation access, especially for special needs population
 - Action: Consider the needs of the protected class members and low- and moderate- income persons in transportation planning and funding including transit services and access to jobs
 - Shortage of affordable and accessible housing for protected class members
 - Action: Consider accommodating group homes under the same standards for other residential uses
 - Action: Increase and retain homeownership through housing, credit, and foreclosure counseling services
 - Action: Increase leveraging of public funding with private sector funds for affordable housing
 - Action: Assess and incorporate more land use policies encouraging housing construction and preservation
 - Lack of awareness of the demographics and needs of the protected class members in planning process may hinder proactive responses to housing needs and choices
 - Action: Include protected class demographic data in its planning process
 - Action: Review and operationalize affordable housing and diverse community concepts in its 2025 General Plan using HUD resources and best practices
 - Private Sector Findings and Recommended Actions
 - Lending Practices may disproportionately impact minorities
 - Action: Work with lenders to review underwriting standards for equitable loans
 - Action: Coordinate with lenders and banking associations to ensure that any discriminatory lending practices are eliminated
 - Public and Private Sectors Findings and Recommended Actions
 - Lack of or inadequate fair housing education and enforcement in the rental community

- Action: Expand fair housing education and outreach efforts through online tools and prepackaged HUD Fair Housing videos
 - Increase in potential housing choice restrictions for persons with mental disabilities
 - Action: Partner to promote education and awareness about mental disabilities, and encourage reasonable accommodation for persons with mental disabilities in Section 8 assisted housing
- Recap – FY2015-19 Findings
 - Challenges in public transportation access, especially for special needs populations
 - Shortage of affordable and accessible housing for protected class members
 - Lack of awareness of the demographics and needs of protected class members in planning process may hinder proactive responses to housing needs and choices
 - Lending practices may disproportionately impact minorities
 - Lack of or inadequate fair housing education and enforcement in the rental community
 - Increase in potential housing choice restrictions for persons with mental disabilities
- Fair Housing Planning – Recommended Action Steps
 - AI Implementation Coordinator – Community Revitalization Division
 - Oversight and tracking of progress of fair housing action plan
 - Liaison between the City, external agencies and other City departments
 - Action Planning Structure to Eliminate Impediments
 - Community support and input, interdepartmental coordination/external partners
 - Develop Objectives, Goals and Action Steps
 - Develop and/or Participate in Regional Approaches to Fair Housing
 - Fair Housing Monitoring
 - Self-assessment, reporting and records for AFFH obligations

Mr. Plummer commented that the City's Fair Housing efforts are very good in comparison to many other cities. Mr. Plummer noted that the Executive Summary of the AI was provided to the Committee-members and discussed this evening; however, the detailed report is available as well.

Committee-member Cheshier inquired as to how the Committee could assist with the Fair Housing efforts. Mr. Lopez stated that this presentation was informational in nature so that when funding issues come before the CDAC, fair housing will be a known priority. Mr. Strunk added that staff will continue to update the Committee on the City's progress in regards to the fair housing recommendations. Mr. Plummer stated that the Committee-members could encourage residents to attend fair housing or CLS events.

Committee-member Rogers asked if the light rail plans were incorporated in AI review. Mr. Strunk replied in the positive and added that a representative from the Transportation Department could be invited to speak before the Committee regarding how light rail relates to the AI and/or fair housing impediments.

VI. Community Action Program (CAP) Update

Ms. Daniel gave an update on the funding status of CAP programs. Direct service funding balances available for FY2015-16:

○ Low Income Home Energy Assistance Program:	\$541,208
○ Temporary Assistance to Needy Families:	\$ 55,000
○ Neighbors Helping Neighbors:	\$ 1,373
○ Arizona Community Action Association:	\$ 59,941
○ Community Block Development Grant:	<u>\$ 80,000</u>

Total: \$737,522

○ CSBG State Discretionary emergency funds for motel vouchers:	\$ 5,000
○ ESG-Special Request for Emergency Funds to assist homeless Families evacuated from Glendale West Apartments on 2/12/15:	\$ 19,328

- 403 resident calls/appointments were scheduled on the CAP hotline for July, August and September.
- 94 Households were assisted by medical accommodation and/or by homebound visit.
- 217 Households received Energy Conservation education.
- \$116,687 in direct service funding for emergency services was provided to Glendale residents during July and August.

Committee-member Cheshier asked for clarification regarding the \$116,687 provided to approximately 300 households, commenting that the average household assistance was approximately \$3,700.00. Committee-member Cheshier stated that this appears to be a high figure per household. Ms. Daniel explained the differences between rental/utility assistance and medical assistance. Mr. Strunk suggested a more detailed break-down for better clarification at an upcoming meeting.

Committee-member Flynn asked if a decrease in utility bills was seen in the households receiving energy conservation education. Ms. Daniel replied that staff does not track this data.

Committee-member Nesbitt inquired if staff performs an inspection on households receiving assistance with extremely high bills. Ms. Daniel replied in the negative, but noted that staff does inquire as to reasons why bills might be very high, such as a very old air conditioning unit.

Committee-member Cheshier asked if utility assistance is paid directly to the utility company. Ms. Daniel replied in the positive.

Ms. Daniel commented on the following events:

- On September 22, 2015, Amendment No. 1 to the Intergovernmental Agreement for CAP Funding and Operations is scheduled to be reviewed and approved by City Council. If approved, this amendment will change the current funding within the state contract.
 - The first change will be a decrease in funding of \$27,105 for case management services within LIHEAP. This reduction is the direct result of a re-allocation of program funds by DES.

- The second decrease in funding of \$8,016 is within the administrative budget. Despite these changes, it will not impact the scope or function of CAP and will not result in any added costs to the City.
- This amendment changes the annual funding between DES and the City from \$1,061,579 to \$1,026,458 for the contract period July 1, 2015.
- Staff anticipates the next amendment for mid-year allocations which normally provide additional carry-over funding to CAP and should ease the impact of the previously announced decreases.
- CAP will submit an \$85,000 FY16-17 CDBG funding request to assist eligible households with rental/mortgage assistance.
- CAP will submit a \$50,000 FY16-17 ESG funding request for rapid re-housing for first month rent, rent, and rent deposit assistance.
- November 21, 2015: CAP will host the Glendale Family Health & Resource Fair with Maricopa Integrated Health Systems at the Glendale Civic Center. Over 1,000 residents are expected to attend the event which will have over 65 social service agencies represented. Sponsors include APS, SRP, Southwest Gas, Maricopa Integrated Health Systems, Safeway, Hope for Hunger Food Bank/St. Mary's Food Alliance. Approximately 300-400 turkeys and food boxes will be distributed. CAP staff will be available for on-site applications for the LIHEAP. All Committee-members are invited to attend.

VII. Public Housing Development Trends

Mr. Stunk and Ms. Adamczyk came before the Committee to provide preliminary information on national and local public housing trends and to propose a proactive analysis of these trends and the future look of public housing in Glendale.

Mr. Strunk and Ms. Adamczyk gave a presentation which included the following information:

- The Mission of Public Housing
 - Provides safe, decent, and affordable housing for Glendale residents who would otherwise live in substandard housing, or would be homeless.
- Glendale Public Housing
 - Three Complexes – 155 Units
 - Cholla Vista Apartments – 5320 W. Maryland Avenue
 - 34 Units
 - 79 Persons
 - 32 Under Age 18 – 42%
 - Glendale Homes – 52nd Avenue to 52nd Drive/Ocotillo Rd to McLellan
 - 70 Units
 - 174 Persons
 - 90 Under Age 18 – 52%
 - Lamar Homes – 61st Avenue to Lamar Road
 - 51 Units
 - 116 Persons
 - 44 Under Age 18 – 38%
 - 369 Persons
 - 166 Under Age 18 – 45%
 - Bedroom Size Varies
 - Eligibility Based on Series of Variables – Family Size, Income, Etc.
 - Average 2.74 persons per family

- \$300,000 – Rental Income – Does Vary
- \$274,269 – General Funds – 24% of Public Housing Funds
- Public Housing Investment
 - Total: \$16.2 million
 - Detailed yearly breakouts for FY05-06 through FY15-16 for the following funds was provided, as well as grand totals as follows:
 - CDBG: Grand total to date: \$1,699,385
 - Capital Funds: Grand total to date: \$2,467,433
 - Operating Funds: Grand total to date: \$5,302,473
 - General Funds: Grand total to date: \$3,524,873
 - Tenants Rents: Grand total to date: \$3,229,806
- Redevelopment
 - Staff provided articles and information regarding national forecasts for public housing stock and funding.
 - The federal government intends to cease funding of local public housing. Therefore, the City needs to review options for the future.
 - Staff will pursue research of future trends in national public housing which may impact local public housing. National best practices will also be researched to ensure Glendale is positioned for the future. A consultant will be hired to conduct research and provide recommendations.
- Next Steps
 - October-November 2015: Hire Consultant
 - December-February 2016: Research and Prepare Analysis
 - March 2016: Presentation of Findings to CDAC
 - Spring/Summer 2016: Recommendation to Council

VIII. PHA Plan Review and Timeline of Requirements

Ms. Adamczyk gave a brief timeline and purpose of the PHA Plan Review.

Ms. Adamczyk explained that the City's rental assistance programs are federally regulated and require policies to direct the administration of both the Section 8 and Conventional Public Housing programs. These policies are updated and submitted to HUD annually, through the PHA Plan and the Capital Fund Annual Statement/Performance and evaluation Report, and the updated Capital Fund Five-Year Action Plan. Both documents must be submitted to HUD no later than April 17th each year.

Ms. Adamczyk stated that at the February 2016 CDAC meeting, she will discuss the FY2016-17 Agency Plan process and CDAC responsibilities in the process. The 2016 PHA Plan will be an Annual Plan update containing policy changes. Ms. Adamczyk shared examples of changes made in the past. During the February 2016 meeting, the Committee will be asked to hold a public hearing, to solicit comments, and recommend that City Council approve the Agency Plan for submittal to HUD. Ms. Adamczyk explained that the PHA Plan and Capital Fund Action Plan must be placed on the Council March voting meeting agenda in order to secure approval to submit the documents to HUD no later than April 17, 2016. Given HUD's strict deadline, a quorum of Committee-members is required at the February 2016 meeting. Ms. Adamczyk thanked the Committee-members for their participation in the process.

IX. Director's Update

Mr. Strunk a list of upcoming topics/events:

- An update on the ASU Morrison Institute Partnership Project will be presented to CDAC at a future meeting.
- A pending request to City Council to approve a new contract with a roof company for the CDBG-funded Home Repair Program will be on the October 13, 2015 Council agenda.
- Current recruitment of a new Senior Management Assistant position that will focus on human/social services.
- Mr. Lopez held an application/agency orientation meeting for the FY16-17 CDBG/HOME/ESG funding process. Over 44 applicants were in attendance.
- On September 26, 2015, a Habitat for Humanity wall signing ceremony will be held. A flyer was distributed with the details. All Committee-members were invited to attend.
- Phase III of the East Catlin Court CDBG-funded Streetscape Project will begin soon. The groundbreaking date will be announced and all Committee-members were invited to attend.

X. Committee Comments

Committee-member Jared stated that he is on the Glendale 2040 General Plan Committee and he is interested in attending the East Catlin Court Project groundbreaking.

XI. Adjournment

Committee-member Cheshier motioned to adjourn the meeting at 7:57 p.m. Committee-member Dvorak made the second. The motion passed 8 – 0.

Respectfully Submitted,
Denise Kazmierczak